1. **Call to Order**

The meeting was called to order at 4:34 pm with a quorum of members present.

**2. Housekeeping**

* Attendance rules (attend a minimum of 60% of the monthly meetings) were reviewed.
* Dial-in attendees must email Valerie Guerrero with their call-in number for proper identification.
* Please remain muted unless speaking, and the chat will be monitored for questions.
* If you anticipate an absence, reach out to Valerie Guerrero to excuse it.

**3. Approval of Minutes (April 2024)**

There were no corrections to the minutes from the previous meeting; they were accepted as written.

**4. Reports**

**Interfaculty Council (IFC) Update - Dr. Erin Fox**

* Dr. Colasurdo attended with an informal presidential update.
* Presentations by Emily Wells & Amy Lanier on Campus Applications and Academic Technology:
	+ Limits on storage use: 5GB for students, 10GB for faculty/staff, 25GB for shared.
	+ Shared Google drive requests via Service Now.
	+ Future changes effective 9/1/24.
	+ Option to purchase additional shared drive storage ($150/TB/year).
* Presentation by Meredith Mills - Legal Affairs:
	+ Discussed changes to faculty termination policy.
	+ UTHealth Houston aligning with 2023 Texas Legislature SB18 via UTS 198.
	+ UTS 198 in effect since 5/8/2024.
	+ Comparison with HOOP 133 underway.

**5. New Business**

**COC Election Results, IFC Nominations, AY25 Faculty Senate Chair-elect, and Secretary-elect - Dr. Georgene Hergenroeder, Committee on Committees Chair and Faculty Senate past Chair**

* Congratulations to newly elected COC representatives: Dr. Simbo Chiadika, and

Dr. Dana DeMaster.

* Nominations requested for 2024-2025 Chair-elect and Secretary-elect.
* Nominations requested for three vacant IFC positions.

**Graduate Student Education Committee - Dr. Kendra Carmon, Chair**

* Presented mission and leadership/committee members.
* Budget information provided.
* Support available for Graduate School of Biomedical Sciences (GSBS) students:
	+ Travel
	+ Grant awards
	+ Loan program
	+ Parking assistance program
* Sponsored events throughout the year, including ice cream socials, poster sessions, and Dean’s research award ceremonies.
* Distribution by UTHealth Houston graduate program:
	+ Total: 69 PhD, 23 MS, and 9 MD/PhD candidates.
	+ Programs breakdown:
		- Molecular & Translational Biology: 9 PhD, 1 MD/PhD, 1 MS
		- Microbiology & Infectious Diseases: 2 PhD
		- Neuroscience: 4 PhD, 1 MD/PhD, 3 MS

**Regulatory Services for Clinical Trials, ClinicalTrials.gov & Stem Cell Research Oversight - Dr. Elizabeth Massey Gendel, Director, Research Compliance, Clinical Trials Resource Center (CTRC)**

* ClinicalTrials.gov is a public database of clinical trials.
* Reasons to register and report results:
	+ Contribute to medical knowledge.
	+ Support evidence-based decision making.
	+ Fulfill ethical obligations.
	+ Reduce publication biases.
* Compliance is legally required (enforceable by fines).
* NIH funding implications.
* UTHealth Houston’s HOOP 186 compliance.
* Penalties for late ClinicalTrials.gov results:
	+ FDA noncompliance letter.
	+ Notice of noncompliance.
	+ Impact on federal funding.
	+ NIH’s public shaming website for late results.
* UTHealth Houston’s ClinicalTrials.gov Policy and Procedures:
	+ Purpose: Ensure compliance and avoid consequences.
	+ Policy details, responsibilities and deadlines for UTHealth Houston PIs.
	+ Procedure outlines necessary steps
* ClinicalTrials.gov Process at UTHealth Houston:
	+ IRB Review: During IRB review, the study is examined to determine if it must be registered.
	+ Registration Notification: The study team is notified regarding registration.
	+ Assistance: Assistance is provided during registration and results entry
* Newsletters and Forum:
	+ Contact CTRC: To be added to either newsletter, contact CTRC at clinicaltrials@uth.tmc.edu.
	+ Weekly Clinical Research Coordinator Newsletter
	+ Monthly ClinicalTrials.gov Newsletter
	+ Clinical Coordinator Forum:
	+ Time: 12-1pm, 4th Wednesday of the month
	+ Link: Clinical Coordinator Forum
* Stem Cell Research Oversight (SCRO):
	+ More Information:
		- SCRO Website (intranet only): <https://inside.uth.edu/scro/>
		- SCRO Application
		- SCRO Policy and Procedures
* Guidelines for SCRO Review
* Contact Information:
	+ SCRO Office
		- Email: SCRO@uth.tmc.edu
		- Phone: (713) 500-3587
	+ Elizabeth Gendel
		- Email: Elizabeth.M.Gendel@uth.tmc.edu
		- Phone: (713) 500-3587

**Memorial Hermann Abdominal Transplant Program Update – Dr. Bela Patel, Vice Dean of Healthcare Quality, Division Director for Critical Care Medicine, MHH Regional Chief Medical Officer, MHH Executive Medical Director of Critical Care**

* Dr. Patel provided a brief update on steps being taken to reinstate our abdominal transplant programs to active status.

**6. Announcements:**

* Congratulations to the 2024 winners of the Dean’s Teaching Excellence Awards! May is designated as Teaching Excellence Month for McGovern Medical School.
* Congratulations to the MMS class of 2024! Happy Commencement!
* Cheves Smythe Distinguished Lecture by George Kuchel, MD: May 21, 2024, 4-5pm.
* Next meeting: June 20, 2024, at 4:30pm

**7. Adjournment time:** 5:25 pm